

**State of Michigan
POC Filing Requirements**

Filing Type	Electronic Filing Requirements	Hard Copy Requirements
Issuance of Policy (BWC-400)	Must be accepted by the agency within 30 days after the effective date of the policy.	Must be received by the agency within 30 days after the effective date of the policy.
Endorsements (BWC-403)	Cannot be submitted electronically at this time	Must be received by the agency within 30 days after the effective date of the change.
Reinstatements (BWC-400)	Must be accepted by the agency within 30 days after the effective date of the policy. Multiple entity policies can be reinstated electronically only if all entities have the same cancellation date.	Must be received by the agency within 30 days after the effective date of the reinstatement.
Cancellations (BWC-401)	Must be accepted by the agency at least 20 days prior to the effective date of cancellation.	Must be received by the agency at least 20 days prior to the effective date of cancellation.
Renewals	Not mandated by statute, but CAOM has agreed to send them in order to update policy numbers so that cancellations can be processed electronically.	N/A